



Indiana Department of Education

SUPPORTING STUDENT SUCCESS

MEMORANDUM

TO: Superintendents, Principals, Directors of Special Education and Data Managers

FROM: Sharon K. Knoth, Interim Director of Special Education

DATE: June 8, 2009

SUBJECT: SE and CODA Counts for Special Education Services

SPECIAL EDUCATION CHILD COUNT FUNDING DEPENDENT ON STUDENT COUNT REPORTED ON DOE-SE BEGINNING DECEMBER 1, 2009

This memorandum is being issued as a reminder. The Indiana Department of Education (DOE) has been conducting a duplicate count for students with disabilities for the past three years. One count has been taken using the DOE-SE through the DOE STN Application Center; another count has been taken using the IEM system with the CODA Project. These duplicate counts have taken place on December 1st since 2006 and most recently added an October 1st and April 1st count as well. The DOE has been informing districts that we are moving to one data collection system; the date has arrived.

Starting with the December 1, 2009 DOE-SE count and continuing from that point forward; all state APC (additional pupil count) special education funds will be based on the DOE-SE count and not the CODA count. This past December 1st the difference between the two counts was over 10,000 students. If you fail to count the students on the DOE-SE as of December 1, 2009 you will lose all state APC special education funds for those students. There will be no opportunity to 'go back' and try to reenter a student after the count date has passed and the collection has closed. The December 1st child count and other required data collection reports will also be submitted under CODA as usual, but state APC (additional pupil count) special education funding shall be based on the December 1, 2009 DOE-SE submission.

Therefore, please pay very close attention to the reconciliation of your October 1, 2009 DOE-SE and CODA count. Closely monitor whether the student's STN on CODA is identical to the STN number on the DOE-SE. If the total student count is not 'matching' what you think it should be, you need to explore the differences and report the data on the DOE-SE. You need to be working closely with the STN Site Administrator that is submitting the DOE-SE for the local educational agency to ensure that all students with disabilities are correctly reported on the DOE-SE.

Further instructions regarding the transition to the DOE-SE from CODA will be distributed from the DOE in the coming months. This information will be posted to the STN Home Page; found at <http://www.doe.in.gov/stn/welcome.html>

If you have questions, please contact Sharon Knoth at 317-232-0588 or sknoth@doe.in.gov.